

Date: **20<sup>th</sup> July 2023**  
Time: **19:00**  
Location: **Corn Exchange, Town Hall**  
Present: **Councillors Bird, Norris, Gardiner, Blackwell, Maples, Baah, Morgan, Livesey, Makepeace, Tigg, Clarke, Todd, West and Burrows**  
Officer Present: **Francesca Pridding (Interim Town Clerk)**

## MINUTES

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Ref: 033 **PROCLAMATION PHOTOGRAPHS**  
20.07.23

Presentation of photographs by Tom Reeves taken at the Proclamation of His Majesty the King

The Council were pleased to receive photographs from Tom Reeve to mark the Proclamation of His Majesty the King, the Chair thanked him for the photos and acknowledged the long association between the Council and the Reeve family and announced that they would be displayed in the Town Hall

Ref: 034 **APOLOGIES FOR ABSENCE**  
20.07.23

To note any apologies for absence.

Apologies were received from Councillors Campbell, Vernon, Ross and Herbert

Ref: 035 **DECLARATIONS OF INTEREST**  
20.07.23

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Lewes Town Council's Code of Conduct issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

Councillor Todd declared an interest in Agenda Item 16 – Friend of an applicant

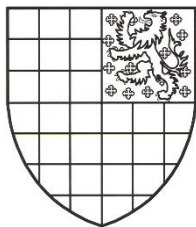
Councillor Maples declared an interest in Agenda Item 13 – Friend of Applicant

Councillor Clarke declared an interest in Agenda Item 13 – Friend of Applicant

Ref: 036 **CHAIR'S REPORT**  
20.07.23

To receive a verbal report from the Chair

The Chair reported that he had met with a Korean delegation and discussed community development and sustainability.



The Chair attended Patina and paid a visit to the Padock to with the students well before the parade.

Additionally the Chair met with University of Sussex students with Councillor Baak, took part in a Green United bike ride, met with the Chamber of Commerce to discuss the High Street and attended the Neville Sports Day.

The Chair further reported that the Vice-chair of the Council had attended a tractor fair and been subjected to a session in the stocks at the Waterloo Bonfire Society Fete.

Ref: 037  
20.07.23 **CONFIRMATION OF MINUTES**

To receive and approve:-

Minutes of the Ordinary Meeting of Lewes Town Council held on 15 June 2023

**RESOLVED:** to receive and approve the Minutes of the Ordinary Meeting of Lewes Town Council held on 15 June 2023 with Councillor Maples proposing and Councillor Baah seconding the proposal.

Ref: 038  
20.07.23 **MINUTES OF STANDING COMMITTEES**

To receive and approve:-

Planning Committee

Meeting held on the 20th June 2023

**RESOLVED:** to receive and approve the Minutes of the Planning Committee held on 20th June 2023 with Councillor Makepeace proposing and Councillor West seconding the proposal

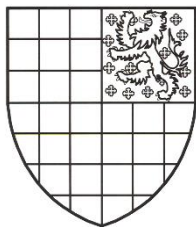
Meeting held on the 11th July 2023

Receipt and approval of the Minutes of the Planning Committee held on 11th July 2023 **DEFERRED** until the next Full Council Meeting

Personnel Committee

Meeting held on the 29th June 2023

**RESOLVED:** to receive and approve the Minutes of the Personnel Committee held on 29th June 2023 with Councillor Maples proposing and Councillor Livesey seconding the proposal



Buildings and Amenities Committee

Meeting held on the 6th July 2023

**RESOLVED:** to receive and approve the Minutes of the Buildings & Amenities Committee held on 6th July 2023 with Councillor Baah proposing and Councillor Makepeace seconding the proposal

Ref: 039  
20.07.23

**FINANCE REPORTS**

To receive and approve:-

- List of Payments and Receipts for June 2023
- Bank Reconciliation for June 2023

**RESOLVED:** to receive and approve the Financial Reports for June with Councillor Baah proposing and Councillor Tigg seconding the proposal

Ref: 040  
20.07.23

**CLERK'S REPORT**

To receive a verbal report on the operational activities of the Council

The Interim Clerk updated the Council on recent officer activities, training and progress on projects.

This included an update on recruitment, the intended appointment of a consultant to assess the carbon baseline of the Council, the fact of the CCTV upgrade about to go ahead, the progress on the switch from NatWest to Unity Trust.

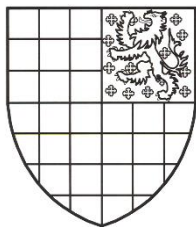
Additionally, the Clerk reported upcoming training dates for Councillors, recently completed staff training, the planning permission received for the War Memorial maintenance and the filming that had taken place in the Mayor's parlour for the TV series 'Grace'.

Ref: 041  
20.07.23

**OUTSIDE BODIES**

An opportunity for Councillors to report back to the Council following their attendance at meetings of outside bodies as Council representatives

**Councillor Makepeace** reported that she had attended the Planning Service Users Group meeting via Teams with planning officers. It was to be noted that the SDNP Local Plan review would aim for a draft by Autumn '24 and that fees would be increasing for planning applications, retrospective application fees are set to double



**Councillor Maples** reported that she had been unavailable to attend the Community Rail Partnership meeting and would be unable to attend the next one also due to other commitments, Councillor West agreed to attend in her stead.

**Councillor Clarke** reminded Council that she would continue to report policing matters and share information with stakeholders, she agreed to send monthly reminders to Councillors that she would like to hear their issues.

**Councillor Bird** reported that he had attended a Friends of Landport Bottom meeting and variously discussed benches and paths.

**Councillors Bird and Makepeace** both attended the Lewes and District Association of Local Councils where a new Chair was elected and board members for the East Sussex Association of Local Councils were also elected Councillor Bird reported that new Councillors seemed active and wanting to get involved and collaborate with District to a greater degree.

**Councillor Bird** reported that he had attended the AGM of the Priory Trust. The UNESCO bid was discussed as was engagement with younger people and relics from Cluniac monasteries.

**Councillor Livesey** attended a meeting of the Lewes Conservation Group where they discussed the CAAMP consultation.

**Councillor Livesey** reported a meeting with Plastic Free Lewes where they discussed plastic free drinkware for bonfire.

**Councillor Gardiner** met with the Malling Residents and Tenants Association where they discussed collaborative working with other associations, the use of the Malling Centre, parking issues that had improved and community ownership.

**Councillor Baah** also attended the Malling Residents and Tenants Association where she further recalls a discussion around tree planting.

**Councillor Maples** reported that **Councillor Ross** had secured and agreement to put up signs requesting that drivers slow down.

Ref: 042  
20.07.23

#### **SCHEME OF DELEGATION**

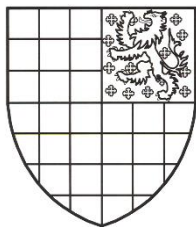
To amend the Scheme of Delegation to increase members of the Planning Committee to 11

**RESOLVED:** to approve with Councillor Maples proposing and Councillor West seconding the proposal\_

Ref: 043  
20.07.23

#### **PLANNING COMMITTEE MEMBERS**

To elect additional members to the Planning Committee



Councillors Gardiner, Maples and Livesey were appointed to the Planning Committee

*Councillors Makepeace and Clarke left the meeting*

Ref: 044 **GRANT**  
20.07.23

To consider an application for a Major Funding Application from the Bevern Trust

**RESOLVED:** to defer the item with Councillor Morgan proposing and Councillor Livesey seconding the proposal

*Councillors Makepeace and Clarke re-entered the meeting*

Ref: 045 **PRESENTATION - ACTION IN RURAL SUSSEX**  
20.07.23

To receive a presentation from Action in Rural Sussex around Community Led Housing

The Council received a presentation about the benefits of Community Land Trusts and the ways in which these have been used to provide affordable housing.

The role of communities as clients as opposed to consultees in the development process was highlighted and the emphasis was on the ways in which a collaborative approach to development could benefit all.

Ref: 046 **INTERIM CLERK**  
20.07.23

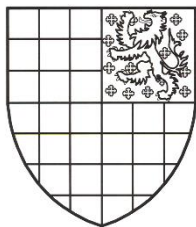
To approve Tracey Predeth as the Interim Clerk for Lewes Town Council

**RESOLVED:** to approve with Councillor West proposing and Councillor Norris seconding the proposal

Ref: 047 **EXCLUSION OF PRESS AND PUBLIC**  
20.07.23

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted.

**RESOLVED:** to approve with Councillor Tigg proposing and Councillor Makepeace seconding the proposal



Lewes  
Town  
Council

Town Hall, High Street  
Lewes, East Sussex  
BN7 2QS

[lewes-tc.gov.uk](http://lewes-tc.gov.uk)

Call: 01273 471469

Email: [townclerk@lewes-tc.gov.uk](mailto:townclerk@lewes-tc.gov.uk)

*Councillor Todd left the meeting*

Ref: 048 **MCC CATERING CONCESSION**  
20.07.23

To consider proposals for the catering concession at Malling Community Centre

**RESOLVED:** to grant the Café Concession as a licence to the organisation responsible for Proposal A with Councillor Burrows proposing and Councillor Maples seconding the proposal

The meeting was declared closed at 21:36